



Request for Qualifications

City of Nashua
Broad Street Parkway
Architectural Historian and Archaeological Consulting Services

Qualifications Statement Due By:

3:00 P.M.

**Date:
October 3, 2012**

Submit Qualifications Statement To:

City of Nashua
Purchasing Department
City Hall
229 Main Street
Nashua, NH 03060-2019

A. Introduction

The proposed Broad Street Parkway is a critically important roadway project providing an important link to downtown Nashua and a second crossing of the Nashua River.

The project is funded by both Federal and City funds. Design and construction of the project is managed by the City of Nashua with assistance and oversight by New Hampshire Department of Transportation (NHDOT) and the Federal Highway Administration (FHWA). NHDOT is managing the right-of-way process.

Design documents for roadway and bridge contracts are being prepared by a consultant team led by Fay, Spofford & Thorndike, LLC (FST).

The City of Nashua is requesting Statements of Qualifications from consulting Architectural Historians and Archaeologists to provide professional services. These services will support the City's ongoing effort to avoid, minimize and mitigate project effects to historic and archaeological resources. The selected consultants shall work directly under the direction of the City of Nashua.

This project is on an accelerated timeline with completion of construction scheduled for December 2014.

B. Project Development Background

The Broad Street Parkway is a proposed 1.8 mile two-lane roadway which begins at Broad Street near the Exit 6 Interchange of the F.E. Everett Turnpike at the intersection of Broad Street and Blue Hill Avenue.

The Parkway generally follows a route adjacent to an active railroad to a point where the proposed roadway turns and crosses the Nashua River with a new bridge.

After crossing the river, the Parkway passes through the Nashua Millyard and ties into existing Pine Street near the existing intersection with Central Street.

When this project is complete, Pine Street will have one-way traffic flow in a southerly direction from Central Street to Kinsley Street. Completing a one-way couplet, Palm Street will have one-way traffic flow in a northerly direction back to Central Street.

A Final Environmental Impact Statement (FEIS) for an earlier 4-lane project concept under the management of the City was completed in 1997 as part of the Preliminary Design phase. Over the course of the next several years, New Hampshire Department of Transportation (NHDOT) managed the Final Design phase of the project as the concept advanced through the design process. By 2002, the design of the project was reported to be 75% complete. In addition, significant portions of the required right-of-way for the project were purchased. However, the City of Nashua determined that the four-lane concept was no longer needed and did not satisfactorily address overall impacts to the neighborhoods and the downtown area. Subsequently, the City conducted a re-evaluation of the project. This re-evaluation, called the Terminus Study, led to the City's decision to reduce the four-lane concept to a two-lane concept as well as implement certain access changes.

In November 2007, the City completed the Broad Street Parkway Supplemental Analysis which refined the engineering, land use and environmental analyses summarized in the Terminus Study. Acknowledging the need to further reduce costs, the City contracted with Nashua Regional Planning Commission (NRPC) to prepare the Broad Street Parkway Evaluation of Cost Reduction Measures completed in July 2008. This study resulted in the elimination of proposed sidewalks and medians from a significant portion of the envisioned project and considered two alignment alternatives (Option 1 and Option 2) for the Parkway south of the Nashua River. Upon review, the City determined Option 2 to be the preferred option. This option ties the proposed parkway into existing Pine Street.

Implementation of this preferred option required a re-evaluation of FEIS documents for the earlier 4-lane concept. This NEPA Environmental Re-Evaluation was completed in October 2010 by the Nashua Regional Planning Commission (NRPC) and their consultant Vanasse Hangen Brustlin, Inc. (VHB).

Following review of the associated documentation, FHWA issued a revised Record of Decision (ROD) for the project in October 2010.

A Memorandum of Agreement between the Federal Highway Administration, the New Hampshire Department of Historic Resources and the City of Nashua for the effects of the Broad Street Parkway was executed on September 16, 2010. This memorandum includes stipulations requiring measures to minimize and mitigate the effects of the project.

The Stipulations portion of this Memorandum is attached to this Request for Qualifications. The stipulations document has been annotated to identify the various tasks for which the City is seeking support from consultants.

Respondents to the Request for Qualifications are not required to submit qualifications for all identified tasks. Respondents shall specify which tasks they wish to be considered for.

The intention is to select two or three firms to complete the various consultant tasks. The City may choose to select additional firms if this is determined to be in the interests of the City.

C. Documentation Available

The following documents are available for use in responding to this Request for Qualifications:

- 1.) Final Environmental Impact Statement (FEIS), Approved January 7, 1997.
(available for viewing at Division of Public Works, 9 Riverside Street, Nashua, NH)
- 2.) NEPA Environmental Re-Evaluation, October 2010, prepared by Nashua Regional Planning Commission and Vanasse Hangen Brustlin, Inc.
- 3.) Broad Street Parkway Project Development Guide, February 2011, prepared by Hayner/Swanson, Inc.
- 4.) Broad Street Parkway Option 2 Conceptual Plan prepared by Vanasse Hangen Brustlin, Inc.
- 5.) Standard Contract Terms for Professional Services Contracts, prepared by City of Nashua.

It is noted that both the 1997 FEIS and the 2010 NEPA Environmental Re-Evaluation documents contain considerable information which is relevant to this Request for Qualifications.

D. Selection Process

The City of Nashua's selection committee will review the responses to this Request for Qualifications. The City may invite short-listed consultants to interview with the committee.

A rating will be performed of respondents for each consultant task and the Selection Committee will determine which firm(s) will be selected and which tasks will be assigned to each selected firm.

Upon notification of selection, selected firms will be allowed to withdraw if the specific mix of tasks assigned are not acceptable. Firms must either accept all assigned tasks or withdraw.

Selected firms will be asked to prepare a Cost Proposal. Because of the importance of maintaining the overall schedule, it is expected that selected firms will prepare the Cost Proposal in a timely manner and be responsive in addressing subsequent questions and comments.

This contract is subject to 40 U.S.C 11 ("Brooks Act"). Any contract or subcontract awarded, whether funded whole or in part with Federal-Aid highway funds, shall be performed and audited in compliance with cost principles contained in the Federal Acquisition Regulations of part 31 of title 48, Code of Federal Regulations.

The Cost Proposal shall be reviewed and negotiations undertaken with the goal of determining a mutually agreeable Not-To-Exceed fee to perform the Scope of Work as a cost plus fixed fee contract. Should the City determine that an agreement cannot be reached with a particular firm, negotiations will be terminated.

Should the City decide to terminate negotiations with a respondent, the decision will be final and negotiations with that respondent will not recommence for work under this request.

Selection Criteria

The following criteria will be used in rating responses to this Request for Qualifications:

- 1.) Strong relevant expertise.
- 2.) Proven experience in completing similar tasks.
- 3.) Strong background experience on work subject to NHDHR review and experience on NHDOT Federal Aid projects.
- 4.) Proven compliance with minimum standards of 36 CFR 61.5 as well as the "Professional Qualifications Standards" presented in the following document: Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines
(http://www.nps.gov/history/local-law/Arch_Standards.htm)
- 5.) A strong project approach that demonstrates knowledge needed as well as the commitment to successfully complete the scope of work.

Submittal Requirements:

Scope of Work

The Scope of Work Form included with this Request for Qualifications shall be completed. Tasks which the respondent wishes to be considered for will be identified.

Project Team

All key staff shall be identified and their roles described.

A discussion of the availability of key staff members to fulfill their obligations throughout the term of this work effort will be provided.

Identification of key staff members is considered a commitment to assign these individuals should the Consultant be selected. No key staff member will be reassigned without written approval by the City.

Project Approach

The Consultant's Project Approach will be described in sufficient detail to demonstrate knowledge of the steps needed to successfully complete the various tasks.

Noting that time is of the essence in completing these various tasks, the Project Approach shall include a schedule which demonstrates that the various tasks the Consultant has indicated interest in performing can be completed prior to May 1, 2013.

Relevant Experience

A description of relevant experience that demonstrates proven experience on similar assignments will be provided.

References

Five references will be provided who are familiar with the Consultant's relevant experience and expertise.

Staff Resumes

Resumes will be provided for key staff members. Resumes shall demonstrate experience and background appropriate for each individual's assigned responsibilities.

General Submission Requirements

Responses to this Request for Qualifications shall be submitted on 8.5 inch by 11 inch sheets.

Responses shall be bound.

Pages will use one inch minimum margins and font size shall be eleven points (minimum).

There is no page limit, however it is noted that relevance and brevity shall be considered during evaluation of the submittals.

A **Non-Mandatory** pre-submittal meeting will be held on **Friday, September 14, 2012 at 11AM** at the City of Nashua, Division of Public Works, 9 Riverside Drive, Nashua, New Hampshire for the purpose of responding to questions regarding the project and this Request for Qualifications.

E. Contact Information

Hayner/Swanson, Inc. (HSI) is providing project management support services to the City of Nashua for the Broad Street Parkway Project. Questions regarding this Request for Qualifications should be addressed to John Vancor, P.E., at jvancor@hayner-swanson.com. All questions must be received prior to **3PM on Thursday, September 20, 2012.**

**STIPULATIONS SECTION OF
MEMORANDUM OF AGREEMENT BETWEEN
THE FEDERAL HIGHWAY ADMINISTRATION,
THE NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES
(STATE HISTORIC PRESERVATION OFFICE), AND
THE CITY OF NASHUA FOR THE EFFECTS OF THE
BROAD STREET PARKWAY PROJECT**

Stipulations

Minimization and Mitigation Measures

The project proponent shall ensure that the following measures are carried out in consultation with the NHSHPO, FHWA, and NHDOT to avoid, minimize and mitigate the Project's adverse effects:

A. Project Design Guidelines

Guidelines for the design of landscaping, hardscape, lighting and the new Nashua River bridge will be developed in collaboration with NHSHPO, FHWA, NHDOT, and the City for the Nashua Manufacturing Company Historic District, French Village Historic District, Baldwin Street/Prescott Street Historic District, and the Fairmount Heights Historic District. The guidelines and final design plans are to be developed in collaboration with NHSHPO, FHWA, NHDOT, and the City. The final guidelines package will be posted online at the City's website. The NHSHPO website will have a link to the relevant page on the City's website.

To be performed
by City.

B. Baldwin Street/Prescott Street Historic District

No demolition of structures or other major alterations are anticipated within the district, but a new bridge will be constructed at the west end of and outside the Baldwin Street/Prescott Street Historic District (NAS-BSPS). Design guidelines will be prepared to guide the design of bridge rail for the new bridge, landscaping, signage, hardscape, and traffic signals within the district so that they are sympathetic to the architecture and setting of this district. The guidelines and final design plans are to be developed in collaboration with NHSHPO, NHDOT, FHWA, and the City.

To be performed
by City.

C. West Bridge Street (aka Baldwin St.) Overhead RR Trestle and Fairmount Street Overhead Railroad Trestle

1. The existing trestles will be marketed with covenants for an alternative use.
2. New Hampshire Historic Property Documentation Forms will be prepared for both trestles before their removal.
3. A historic context for the remaining wood railroad trestles in New Hampshire will be prepared using a National Register Multiple Property Documentation Form, which documents groups of thematically-related properties. The document will address the 12 remaining bridges on the NHDOT bridge list of wood trestles and will include a brief description of each trestle, digital photos of each trestle, and development of a set of recommended NRHP eligibility requirements for the railroad wood trestle property type in New Hampshire. The Multiple Property Documentation Form will not be submitted to the National Register office in Washington D.C. and no individual nomination forms will be prepared or submitted. Preparation of this multiple property documentation and a preservation management plan for the 12 remaining trestles will be completed only if marketing efforts prove not to be feasible.

Consultant Task 1.

Consultant Task 2.

Consultant Task 3.

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4. Design plans for the replacement bridges will be developed in collaboration with NHSHPO, FHWA, and NHDOT.

To be performed
by City.

D. Fairmount Heights Historic District

1. Mitigating the demolition of 28 Fairmount Street will include an examination of the house's interior to determine if more than 50 percent of it is intact. If more than 50 percent of the interior retains integrity, then a brief narrative description of the interior will be added to the New Hampshire Individual Inventory Form that has already been prepared and submitted to NHSHPO. Digital photographs of the interior will also be added to the individual form, with a measured sketch floor plan and photograph locations.
2. A New Hampshire Historic District Area Form for the Fairmount Heights Historic District will be completed to mitigate adverse effects to the district resulting from the project. The form will conform to the NHSHPO standards for historic district area forms and will include a description and photograph of every building in the district, history and statement of significance, boundary justification and description.
3. A tree buffer will be installed where applicable to provide screening of the new facilities on the east edge of the Fairmount Heights Historic District next to the new parkway. The City will consult with the NHSHPO, FHWA, and NHDOT on the locations of the tree buffer.

Consultant Task 4.

Consultant Task 5.

To be performed
by the City.

E. Nashua Manufacturing Company Historic District

1. Documentation
 - a. Every building or structure within the Nashua Manufacturing Company Historic District that is proposed for full or partial demolition (or has been previously fully or partially demolished as part of the Broad St Parkway project) will be documented in accordance with New Hampshire Historic Property Documentation Form reporting procedures. This includes the following resources:
 - o Boiler House,
 - o Waste House,
 - o Storehouse #2,
 - o Picker Building (a.k.a. the Barrett and Gould Building, previously demolished),
 - o Mill #6 (a.k.a. the Bagshaw Building, previously partially demolished), and the
 - o Mill complex's infrastructure (single report):
 - Granite Wall at the Nashua River,
 - Railroad Siding Granite Wall north of the Boiler House,
 - Canal, and
 - Tunnels to the Picker Building at the west end of the millyard (only if tunnels are impacted).
 - b. Historic research and materials compiled for the documentation of two previously affected buildings in the Nashua Manufacturing Co. Historic District (Picker Building and a portion of Mill No. 6) will be submitted as individual New Hampshire Historic Property Documentation

Boiler House is
complete.
Other
documentation to
be performed by
Consultant.
Consultant Task 6.

Forms for each of these buildings. The cover document previously begun for the entire mill complex will be completed and the text re-formatted into a New Hampshire Historic Property Documentation Form.

Consultant Task 7.

- c. Measured drawings prepared for the Granite Wall at Nashua River and the Railroad Siding Granite Wall may use digital technology as a cost-saving technique.
- d. Updated information on the significance and integrity of the Nashua Manufacturing Company Historic District, which was recorded on National Register of Historic Places nomination continuation sheets, will be submitted to the National Register office in Washington D.C.
- e. An industrial archaeologist will assist in the review and preparation of the written narratives for the New Hampshire Historic Property Documentation Forms, particularly the Boiler House.

Consultant Task 8.

Consultant Task 9.

Consultant Task 10.

- 2. Layout of the new retention pond on the west side of the Nashua Manufacturing Company Historic District adjacent to Mill No. 5 Annex will be submitted for review by NHSHPO and FHWA. If work is performed near the Picker Building tunnels in this area, excavation will be monitored by a 36 CFR §61 qualified historical archaeologist and architectural historian. They will document any identified remains. If possible, their function will be identified.

To be performed by
City.

- 3. Before any demolition in the Nashua Manufacturing Company Historic District occurs, the NHSHPO or its designee will be afforded an opportunity to identify architectural elements or equipment from the buildings for curation or application in other projects at NHSHPO's or its designee's expense. These elements will be recorded as a matter of course in the specific building's New Hampshire Historic Property Documentation Form, both in the narrative and in large format photography.

To be performed by
City.

Consultant Task 11.

- 4. Vibration monitoring will be conducted throughout the Nashua Manufacturing Company Historic District during construction of the roadway and bridge with particular attention to the Boiler House smokestack and the Granite Wall at the Nashua River.

To be performed by
City.

- 5. The City commits to reuse of brick, stone and other architectural elements in the construction of the future Broad Street Parkway landscaping and hardscape and possibly the reconstructed northern wall of Storehouse #2 to the extent practicable. Reuse of stone removed from elsewhere in the complex will be explored. Locations where materials may be available for reuse include the Granite Wall at the Nashua River, the Railroad Siding Granite Wall and the Picker Building tunnels (if impacted). At the location of the new canal wall, the services of a mason experienced in historic stonework will be retained and stones from elsewhere in the complex will be reused to recreate traditional stone masonry techniques used in the majority of the canal.

To be performed by
City.

- 6. The City will update the 1998 condition assessment with its most recent assessment of the Boiler House smoke stack and commits to repair and preserve this structure to the extent practicable. The City will submit the work plan to repair the structure will be developed in collaboration with FHWA, NHDOT and NHSHPO.

To be performed by
City.

- 7. The City will relocate the Waste House to a new location within the Nashua Manufacturing Company Historic District. The City will perform further studies to confirm the preliminary conclusion that relocation of the Waste House is feasible and reasonable. The work plans to relocate the Waste House

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will be developed in consultation with the NHHPO. A preservation easement will be put on the Waste House building to protect its character defining features.

8. The new north wall of Storehouse #2 will be constructed in accordance with the Secretary of the Interior's Standards for Rehabilitation (36 CFR §67.7) with consideration for the building's reuse. Documentation of the north wall of Storehouse #2 prior to and following its exposure by the project will occur through field inspection, drawings, and research as well as examination of other mill buildings of the same era and type to aid in the design of the new exterior wall. This research should be submitted as a report and later incorporated into the New Hampshire Historic Property Documentation Form. The design of the new wall will be developed in collaboration with the property owner, FHWA, NHDOT and NHHPO.

Consultant Task 12.

9. The Granite Wall at the Nashua River at the eastern perimeter of the millyard is a contributing resource within the Nashua Manufacturing Company Historic District. A new bridge is planned to span this wall and approximately 3-6 feet may be removed from the top of the wall. The City will retain a mason experienced in historic stonework to recommend the best way to cap the wall next to the Nashua River after stone removal, assist in its design, and determine the degree of and professional qualifications for monitoring during construction. Design development and measures to minimize impacts to the wall will be developed in collaboration with FHWA, NHDOT and NHHPO.

To be performed
by City.

10. Consideration will be given to preserving the remaining portion of the Railroad Siding Granite Wall north of the Boiler House. It is recognized that achieving the goal of maintaining a sustainable site plan for continued use of the historic buildings adjacent to the Boiler House may require removal of all or part of the remaining wall.

To be performed
by City.

F. French Village Historic District

1. A small pocket park and double-sided State Historic Marker will be installed on a portion of the parcel that contains the Charles Gordon House at 40 Pine Street (to be removed) in the French Village Historic District.
2. A NH Historic Property Documentation Form will be completed for the Charles Gordon House (40 Pine Street) prior to its removal.

To be performed
by City.

Completed.

G. Public Education

Inventory forms and New Hampshire Historic Property Documentation Forms and other forms of documentation specified in this agreement (e.g., design guidelines) will be published online.

To be performed
by City.

II. Archaeological Investigations

1. To date, preliminary archaeology assessment of the Option 2 alignment has been made which concluded that four areas of the Option 2 corridor within the Nashua Manufacturing Historic District

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are sensitive for historic archaeological resources. All appropriate phases of archaeological investigations will be undertaken in archaeologically sensitive areas within the Nashua Manufacturing Company Historic District. If a site determined eligible for the National Register of Historic Places is identified within the area of impact, archaeological documentation guided by a data recovery plan for the affected portion of the site will be completed and accepted by the NESHPO and FHWA. It is recognized that a small number of archaeological sites that possess very high significance may require preservation-in-place if feasible.

Consultant Task 13.

2. Additional mitigation for the impacts on archaeological sites, specifically public education, will be determined through an agreement between FHWA, NESHPO, NHDOT and the City of Nashua if such sites are found.
3. If human remains and grave-associated artifacts are discovered while carrying out the activities pursuant to this MOA, the FHWA and NHDOT will immediately notify the appropriate authorities, as prescribed by New Hampshire statutes, and the NESHPO, to determine an appropriate course of action in accordance with RSA 277-C:8a-8j and the Advisory Council on Historic Preservation's Revised "Policy Statement Regarding Treatment of Burial Sites, Human Remains, and Funerary Objects," adopted by the Council on February 23, 2007 at its quarterly business meeting in Washington, D.C.

To be performed
by City.

To be performed
by City.

Scope of Work Form

Tasks	Check if Submitting Qualifications for this Task
Task 1 (Stipulation C.1)	
Task 2 (Stipulation C.2)	
Task 3 (Stipulation C.3)	
Task 4 (Stipulation D.1)	
Task 5 (Stipulation D.2)	
Task 6 (Stipulation E.1.a)	
Task 7 (Stipulation E.1.b)	
Task 8 (Stipulation E.1.c)	
Task 9 (Stipulation E.1.d)	
Task 10 (Stipulation E.1.e)	
Task 11 (Stipulation E.3)	
Task 12 (Stipulation E.8)	
Task 13 (Stipulation H.1)	